



Department of Conservation & Recreation

[CONSERVING VIRGINIA'S NATURAL AND RECREATIONAL RESOURCES](#)

## ENFORCEMENT CHECKLIST

Local Program:

Review Date:

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Project Name:

File Number:

**Enforcement Actions Pursued (check all that apply):**

- ☐ Notice to Comply   ☐ Civil Charge/Admin. Fine   ☐ Stop Work Order   ☐ Revoked Performance Guarantee  
☐ Civil Penalty   ☐ Criminal Penalty   ☐ Other: \_\_\_\_\_   ☐ Permit Revocation   ☐ None

Yes	No	Item
		Inspection reports document all violations of the approved plan and applicable Minimum Standards and enforcement action (specific corrective actions with completion deadlines) is initiated
		Inspection documentation indicates that the inspection and corrective action process adequately resolved all issues of non-compliance and higher level enforcement action was not needed (If Yes, stop here.)
		When violations noted on inspection reports remain during a subsequent inspection, a notice to comply (or equivalent higher level enforcement action) is issued
		Notices to comply (or equivalent enforcement actions) contain specific measures or corrections that need to be made and specify deadlines for completion
		Advanced enforcement such as stop work orders (or equivalent actions) are issued when inspection subsequent to a notice to comply (or equivalent enforcement action) finds continuing violation(s) or when land-disturbing activities commence without an approved plan or when violations are in imminent danger of causing harmful erosion

**COMMENTS:** (Use back if additional space is needed)